



We're Networking for You!

Hello Program Participants and Parents,

December 7, 2006

All Seattle Parks and Recreation facilities are moving to **CLASS**, a new computerized registration system that will make signing up for our programs easy and fast. **This new system will replace the existing program lottery, and will include in-person, telephone, or online registration.**

Each **Winter-A** program participant will be entered into the new CLASS system when his or her payment is processed, and an account created for him or her. **You can help make the transition process smoother by requesting your account BARCODE and PIN from the Tennis Center staff BEFORE Winter-B registration begins on January 26, 2007, at noon. This will enable you to use SPARC, our online registration web site, for all future program registration.**

The steps to access your account on **SPARC** are:

- 1) Go to www.seattle.gov/parks and click on the link to [Try SPARC](#).
- 2) Browse in the Activities section, or under step #1, follow the directions and click on the word **Account** to log in..
- 3) If you do not know your account number, click on the [Help! I don't have my Barcode or PIN](#) link, or if you are sure you don't have an account yet, click on the box that says **REQUEST AN ACCOUNT**, located in the middle of the page. *(If you've done business at any Seattle Parks location, you most likely already have an account.)*
- 4) Fill in the information on the next page. **This is important!**
 - **Add ALL family members** you want to include in your account (click [Add Client](#) to add them).
 - **Include birth dates.** Birth dates are required for online registration.
 - **Double-check your information for a hassle-free registration!**

If you don't have access to a computer at home, school,, or the library, please call the Tennis Center at 206-684-4764 or the Seattle Parks Business Service Center at 206-684-5177, and we will help create or modify your account.

If your account is not set up before you register, we will have to create it on site at the time of registration. This will take time and will make the registration process considerably longer for you.

If you would like a demonstration of how to use SPARC, our On Line registration system, workshops will be offered at the Tennis Center on the following days:

Monday, Jan 8...10 - 11 a.m.

Tuesday, Jan 9...5:30 - 6:30pm

Tuesday, Jan 9...10 - 11 a.m.

Saturday, Jan 13...3 - 4 p.m.

SPARC is privacy-protected and safe. Once all of your family's information is entered in our system through the web site, signing up for lessons at the Tennis Center will be a breeze. Please don't hesitate to ask questions. We appreciate your input.

2007 SPARC registration dates*:

Winter B January 26, Noon

Summer May 29, 7 a.m.

Spring March 12, 7 a.m.

Fall A & B August 13, 7 a.m.

**In-person and telephone registration will begin at the same time as SPARC online registration.*